

Denali Training Fund

Quarterly Progress Report

Funds for this project are provided by the USDOL and the Denali Commission and managed, in partnership, by the Alaska Department of Labor and Workforce Development.

Name of Organization: Kodiak Island Borough School District
Name of Project: Learning Café @ Kodiak Career Center
Reporting Period: Third Quarter (January through March)
Contact Person: Bill Watkins and Dawnn Catt
Contact Number: 907 481 2510 Email Address: bwatkins01@kodiakschools.org
Expenditures to date:

Certification: I certify that the information in this report is current, correct and true and in accordance with the terms and conditions of the agreement.

Signed by: Dawnn J Catt Dated 4-15-09

1. In a few sentences, please describe the scope of your project:

We are focusing our efforts to re-connect the overage and under credit student to an education that is meaningful and applicable to a future beyond high school. Our number one goal is to seek out the drop outs and potential drop outs and give them the necessary skills to be productive citizens.

2. Project Activities for this Reporting Period:

Describe the grant activities that happened during this report period. Include planning, advertisement and/or training performance that occurred this quarter? List any accomplishments achieved. (Attach advertisements if applicable)

The Learning Café at Kodiak Career Center (LC/KCC) program now occupies a space in a building that is currently under renovation and should be completed by early summer. Although our leased space is not yet finished, the office space we are occupying (temporarily) is finished. The approximately 500 sq. ft. office space offers a quiet workspace for groups of five to six students. Our new office also features a computer lab complete with seven high speed computers and a color printer. As expected, our enrollment has more than doubled to over 40 students. Of the 40 students whom we serve, nine have completed their GED testing requirements, while eight other students are currently working toward completing their GED.

Our new office also allows our youth career guide to offer youth employability workshops for students seeking employment. So far, several students have been regularly attending these workshops for the past month. Employability lessons at the workshop include interview skills, employer expectations, cooperating with coworkers and job search strategies. We plan to incorporate the activities used in the employability workshops into a regular program for all of the Kodiak High School student body in the following school year.

Kodiak Island Borough School District's College and Career Fair took place on January 30th and 31st, 2009. The LC/KCC joined the Kodiak High School counseling office, the Kodiak Job Center, and KIBSD's Rural Schools office to contact presenters and invite them to the Fair. The LC/KCC was responsible for the creation and distribution of student materials for the Fair including a student schedule and a brochure. Our program also covered the cost of transportation to and from the Fair for the KIBSD's rural schools. A total of 41 middle and high schools students from the rural schools visited the Fair. Results from the post-visit evaluation indicated that nearly all of the rural school students found the Fair to be a useful experience. Kodiak High School students who visited the College & Career Fair also conveyed that the Fair was, overall, a positive experience (see attached). Among the most frequent suggestion for improvement was a more diverse list of presenters. Members of the College & Career Fair Planning committee expressed an interest in expanding the Fair to include Kodiak College to create a community-wide event. Several members of the community felt that holding the entire Fair at Kodiak High School limited the number of visitors to the Fair. Holding the Fair at a location familiar to the entire Kodiak community (e.g. convention center) may generate more interest in future years. The LC/KCC will continue to offer financial, planning and logistical to the KIBSD for future College & Career Fairs.

The LC/KCC continues to create high school credit recovery programs for individual students on a case-by-case basis. Using WorkKeys, correspondence courses, and employability training the LC/KCC has designed unique learning plan for several Kodiak young adults. The individual learning plans have connected young adults with direct experience at businesses and institutions in the Kodiak community including Arc N Spark Manufacturing Inc., Kodiak Daily Mirror, Providence Kodiak Island Medical Center, Pet Central, and Arctic Physical Therapy.

From January 29th to February 26th both of the LC/KCC project specialists and the DOL youth career guide enrolled in a four-week distance education class offered by the University of Alaska-Anchorage. The class, Advising for Career Pathways, put the LC/KCC staff in contact with over 30 other career guidance professionals throughout the state of Alaska. Delivered via Elluminate Live, the class allowed real-time audio and web-based interaction between class members. Topics discussed in the class included career clusters, advanced career guidance theories, advising tool development, and web-based advising (e.g. AKCIS.org). The LC/KCC staff felt that the program offered many useful tools and ideas to improve the program. For instance, as a final project the LC/KCC staff collaborated to design a brochure that communicated information about the program's offerings and community partners.

During the third quarter we began our second "go around" to deliver employability training and post-secondary planning support to the KIBSD's rural schools. Due to adverse weather early in the quarter, the LC/KCC was forced to reschedule two visits. We were able, however, to visit with students in two different villages during the third quarter. After our introduction to the LC/KCC's

services during our first visits, we began delivering activities to improve employability opportunities on our second visits. Specifically, we are focusing on the details of completing a job application and practicing interview skills. A few of our village students have expressed an interest in pursuing opportunities at AVTEC and Job Corp and a few others are interested in nursing and apprenticeship opportunities directly related to construction. Our staff work with each student to identify their interests, assess their skills, and connect them to an employment opportunity that matches their interests and skills and/or an education opportunity to help them learn the skills necessary to be employed in the career they are interested in pursuing (see attached).

One of the goals of the grant was to have 900 students/clients end the 2008-09 school year with a career profile/portfolio. We are working directly with Kodiak High School to implement career advisory lessons during the advisory periods. Over 800 students/clients and all 52 teachers have been introduced to the career pathway model and the student career path template that will be completed by the end of this year.

During the third quarter, we began discussing plans for introducing both our village students and students in town to careers in construction. We are working with the director of Rural Schools on a plan to build/assemble sheds and greenhouses to be sold in Kodiak. Currently, we are planning on offering intensive week long workshop experiences to teach basic carpentry skills for the many students who are interested in carpentry/construction as a career. The students will learn how to read blue prints, how to lay out the project, and apply the skills (math included) necessary to construct a small building. Our goal is to have a minimum of four sheds/greenhouses built this year.

We have connected one of our students with an On-the-Job Training (OJT) experience through a local welding/ manufacturing shop in Kodiak. After completing his GED in January, the student then applied for and interviewed with the potential employer. The student is working full-time (i.e. 40 hrs./ week) and receiving payment through a local Tribal Organization's WIA funds. The student hopes to earn a permanent position with the company at the completion of his OJT experience.

3. Scheduled Project Activities/Important Dates for next quarter:

Describe your planned activities and training for next few months. Please include important dates like graduation, site visits, travel, job fairs, etc.

1. Continue to schedule students for regular employability training workshops at the new "store-front" location.
2. Project Specialist and Job Services coordinator continue monthly visits to the villages.
3. Plan a special celebration/graduation for the students who have earned a bronze, silver or gold Work Keys certificate and for the students who have recently earned their GED.
4. Monthly and weekly meetings with all stakeholders/partners to discuss success and challenges and recommend solutions for the challenges facing Kodiak's young adults.
5. Support the KIBSD to implement April 27th – May 1st carpentry intensive.

6. A project specialist and DOL Youth Career Guide will attend the National Work Keys conference in San Antonio, TX May 12th – 15th.

4. a. How many are in your training program during this reporting period?
We currently have 40 students enrolled in the program.

b. How many people have been trained and/or certified to date from this grant?

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The LC/KCC funded instructor and student transportation for an OSHA 10 hour certification intensive held at a KIBSD rural site. A total of nine students earned their OSH 10 hour card.

(Please complete form below.)

5. Please list complete the list by putting the community to which each individual trained is from, the type of training and certification, the graduation date and who will employ them upon completion of training.

Community where trainee lives	Type of Training/ Service	Type of Certification to be earned/earned	Dates of training	Graduation Date	Employment commitment after training is complete
Kodiak	Welding; On-the-Job		3/2/2009	TBD	Full-time Employment Arc 'N' Spark Inc.
Old Harbor	OSHA	10 Hr. Card	2/6/2009		
Akhiok	OSHA	10 Hr. Card	2/6/2009		

6. Please identify any problems or changes in your training project that will affect the budget, scope or timeline of the project. Is your training on schedule? What are the reasons for any difficulties or delays? Are you over budget/under budget? Have you had to change the initial scope?

Please provide an explanation to this change and your resolution to the variance.

1. We have not hired the Tagalog Community Liaison due to a lack of qualified candidates and the fact that we do not have the space to increase our existing staff. However, we do have community "Tagalog" volunteers who are working with us to do community outreach by advertising our program in the community (at the canneries and other places where a majority of our Filipino families are employed). Therefore, we over budgeted our personnel costs. However, under budgeted our facility costs. Leased space costs approximately \$2.00 to \$2.20 per square foot. We need a minimum of 1400 square feet to operate a program that will house 20 to 40 clients/students at any given time. The space needs offices separate from a common work space (with computers) for our clients. In addition, we cannot lease a space for less than 2 years (many lessors are asking for a 3 to 5 year lease). Our current lease agreement will be \$2950 per month through June 30, 2010. We budgeted approximately \$14,000 (annually) for leased space. In reality we need \$35,400 annually. Our increased student enrollment will sustain the program beyond the two year commitment to the lease – the program will eventually pay for itself. Currently, we will be over budget for our facility costs and could be over budget for our personnel costs if and when we hire the Tagalog Community Liaison position. In addition we would like to pay certified teachers to teach career tech courses (beyond their instructional day) for the students enrolled in the KCC. Currently we are paying approximately \$14,000 for our Welding teacher to teach one section of welding beyond his instructional day.
2. We are transferring some funds from the Travel (specifically lodging) to help pay for the facility cost. The staff has agreed to sleep on the floor in the school buildings when possible.

7. How are you or will you be evaluating the individuals being trained to ensure competency, skill level and understanding? (Testing, assessment, etc)

We will continue to use the Work Keys assessment and the Win curriculum to monitor skill level and understanding. Our goal is to have all our clients earn a silver or gold certificate.

8. Please identify areas that we can assist you in the future.

We would like to continue the practice of hiring certified teachers to teach career tech classes such as welding, carpentry, business applications, graphic design, computer assisted drafting, culinary arts, automotive technology, during after school hours. The one welding class we are currently offering is a huge success and we have filled the class with the maximum number of students – 18. Expanding this practice would require approximately \$70,000 in additional funding to pay a \$7,000 Stipend

(TEA) to teach 5 different career tech courses, each semester (a total of 10 career tech courses annually). Again, once the Career Classes begin and operation of the program is functioning as after school/evening classes under the umbrella of the Kodiak Career Center, the increased enrollment will sustain the program for years to come. The Kodiak Career Center would have full use of the Vocational classrooms at Kodiak High School to operate as a separate entity.

Attachments

2009 KIBSD COLLEGE & CAREER FAIR EVALUATION

We hope you found the 2009 College & Career Fair to be useful. To help us plan next year's Fair, please complete this survey and return it to your advisor. Thank you.

Grade: _____ I plan to _____ after leaving high school

► Please respond to the following items by marking an 'X' in the appropriate box.

	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
(1) I found the College & Career Fair to be useful.	18.5%	41.5%	40.7%	5.8%	4.3%
(2) The College & Career Fair was well organized.	22.0%	31.6%	32.0%	9.8%	3.2%
(3) The College & Career Fair helped me to make plans for life after high school.	14.5%	26.5%	34.2%	5.0%	8.0%
(4) I would like to see different presenters next year.	16.4%	28.3%	29.8%	6.5%	5.8%
(5) Overall, I found the College & Career Fair to be a worthwhile event.	21.8%	35.3%	38.9%	4.7%	6.9%

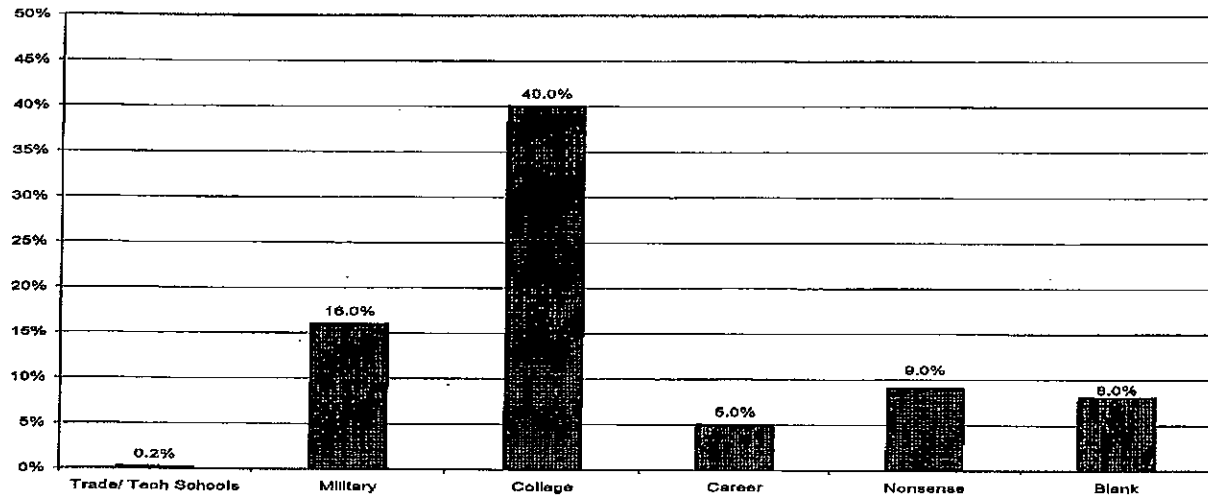
(6) I would like to see the following organizations at next year's College & Career Fair: (n=275)

Student Suggestions	
Non-AK Colleges ¹	27%
Other Professions ²	15%

¹Student suggestions based on those indicating a plan to attend college after high school (n=110).

²Student suggestions include restaurateurs, pilots, captains, medical professionals, North Slope occupations, culinary arts, teaching, and hairdressers (n=275).

Student Post-Secondary Plans





2009 KODIAK HIGH SCHOOL COLLEGE AND CAREER FAIR

Friday, January 30, 2009
During the School Day

Location:
KHS
Classrooms

Schools and Organizations Participating:

Education

- Alaska Council on Post-Secondary Education
- Alaska Pacific University
- Career Academy
- Kodiak College
- UA-Anchorage - Fairbanks - Southeast
- AVTEC-Alaska Vocational Technical Institute
- Alaska Job Corps

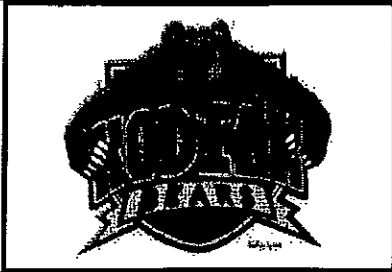
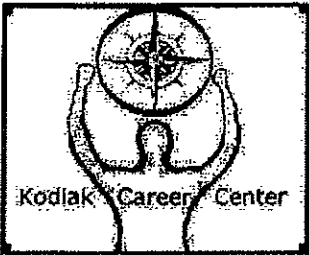
Military

- Army National Guard/Army/West Point Academy
- Air National Guard/Air Force/Air Force Academy
- Coast Guard/Coast Guard Academy
- Marine Corps
- Navy

Careers

- Alaska Apprenticeship Training Coordinators Association - *Representing 20 construction crafts*
- Alaska State Troopers-Law Enforcement
- Alaska Department of Fish & Game-Marine/Biology
- IT/Computer Careers
- Kodiak Electrical Association-Electrical
- Kodiak Fire Departments-Firefighter/EMT
- *United States Coast Guard
- *City/Coast Guard Fire Departments
- Kodiak Police Department-Law Enforcement
- Providence Kodiak Island Medical Center-Medical/Health Care
- Seafarers International-Maritime Training

Kodiak Job Center



Ouzinkie School Visit Debrief

Nicola Belisle, Bruce Dotterer, Dawnn Catt

12:00 Lunch

9:30 Arrive Ouzinkie School

Middle School/ High School

Allison Anderson
June Anderson
Justin Anderson
Joshua Chernikoff
Alyssa Chichenoff
Zachary Clarion
Mary Katelnikoff
Nicole Katelnikoff
Polly Katelnikoff
Austin Panamarioff
Andrea Panamarioff
Abram Panamarioff
Jean Shanagin
Shahaila Squartsoff

9:40 *Activate Prior Knowledge:*
Students asked to recall information from previous KCC visit.
Students played a warm up game that stresses the importance of effective communication.

10:00 *General Application PowerPoint:*
Students learned the specifics of completing an application through a presentation by Nicola.

10:50 Break

11:00 Students played a game to emphasize teamwork.
Mock Interview: KCC Representatives perform "good" and "bad" interview conduct.
Circle Interview:
Students write name and a position for which they are applying on a note card. Instructors collect cards and ask students one interview question (e.g. "tell me about yourself") at a time. Students are then provided feedback. Students then asked interview questions to each other.

12:30 *Work Values Voting:*

Instructors posts "I Agree," "I Disagree," "I am Unsure" signs in different areas of the room. The instructor reads each work value aloud and writes each value on board. Students will "vote" by moving to the appropriate areas of the classroom near the sign that aligns with their work values. Students were asked to discuss the reasons for their votes.

1:15 Break

1:45 AKCIS.org Work Importance Locator
Students use the interactive website to explore their ideal workplace conditions.

2:30 Depart Ouzinkie School

Feedback

- oThe students were preparing for a local career fair for which they were asked to interview a professional in the community. The Circle Interview game provided a chance for students to ask and answer questions.
- oKCC instructors felt that a follow-up activity, like Circle Interview, with counselor Jean Grenning would be valuable to improve interview skills.
- oGeneral Application and Work Values Voting provided opportunities for discussion.

Areas Needing Improvement

- oKCC instructors expressed need for longer visits – i.e. overnight stays – to allow for individual guidance with older students.
- oWarm up games to engage and energize students should be improved and focused.
- oThe post-visit evaluation was not provided to the students.